

**PUBLIC NOTICE OF THE GROVELAND COMMUNITY REDEVELOPMENT
AGENCY SPECIAL MEETING SCHEDULED TO CONVENE AT 5:30 P.M., TUESDAY,
SEPTEMBER 6, 2016 AT THE E. L. PURYEAR BUILDING, 243 S. LAKE AVE.**

CHAIR	TIM LOUCKS	_____
VICE-CHAIR	KAREN McMICAN	_____
BOARD MEMBER	DINA SWEATT	_____
BOARD MEMBER	JOHN GRIFFIN	_____
BOARD MEMBER	MIKE RADZIK	_____
BOARD MEMBER	RALPH MORRIS	_____
BOARD MEMBER	BRIGGETT BRANNON	_____
CITY ATTORNEY	ANITA GERACI-CARVER, ESQ.	_____
CRA LIAISON	RODNEY LUCAS	_____
CITY/CRA MANAGER	REDMOND JONES, II	_____
ACTING CITY CLERK	LISA CORTESE	_____
SERGEANT-AT-ARMS	CHIEF M. SMITH TENNYSON	_____

REVISED AGENDA

Call to Order

Opening Ceremonies:

- a. Pledge Allegiance
- b. Roll Call

- 1) Discuss and Approve CRA Budget for the Fiscal Year 2016 – 2017
- 2) Discuss and Forward Recommendation to City Council on Puryear Building Mural
- 3) Discuss and Approve Additional Expenses for Vietnam Traveling Wall

Adjournment

Groveland Code of Ordinances Sec. 2-58 (f). Any person desiring to address the council shall first secure the permission of the presiding officer and shall give his name and address for the record. All remarks shall be addressed to the council as a body and not to any member thereof unless permission to do so is first granted by the presiding officer. Unless further time is granted by the presiding officer or the council, members of the public shall limit their discussion or address to no more than five minutes. No question shall be asked a councilmember or city official except through the presiding officer.

Pursuant to the provisions of Chap. 286, F.S., Sec. 286.0105, if a person decides to appeal any decision made by this body with respect to any matter considered at this meeting, he or she will need a record of the proceedings, and that for such purpose, he or she may need to ensure that a verbatim record of the proceedings is made, which record may include the testimony and evidence upon which the appeal is to be based and is advised to make such arrangements at his or her own expense.



CRA Agenda Request

MEETING DATE:	September 1, 2016
ITEM NUMBER:	1
AGENDA ITEM:	2016-2017 CRA Proposed Budget
CITY GOAL:	Establish a sound and sustainable government supported by professionalism, progressive thinking and modernizing the organization.
PREPARED BY:	Gwen Walker, Finance Director
DATE:	August 29, 2016

BACKGROUND:

Attached is the 2016-2017 proposed CRA Budget. The projected actuals have been updated to reflect the most current information available which caused the projected carryover to increase slightly. There were three economic incentives awarded in the 2015-2016 budget year; My Kinda Color Nail Salon, Riffle's Air & Heat and Faith Neighborhood Center.

The expenditure under the façade grant line item in 2015-2016 was for paving done at Krispy's Chicken. This grant was awarded in 2012-2013 but was not completed until this fiscal year.

The remainder of the gateway sign project was charged to 630 – Capital Improvements. The deposit on this job was placed in 2012-2013 and the project was completed in 2015-2016.

A police officer was budgeted in 2015-2016. The officer that was "assigned" to the CRA resigned and no other officer was designated. It is my understanding that the CRA Board is willing to fund an officer, but does not wish for a specific officer to be designated. Therefore, at year end (2016-2017) a full-time officer's salary and benefits will be moved to the CRA by a journal entry unless a different direction is given.

Under professional services line item 340, the CRA manager would like for the board to consider setting aside \$40,000 towards infill development for single family residential housing (repairs or new build) along the Blue Street area.

Staff recommend we approve setting aside \$10,012 from the budget to cover additional expenses for the Vietnam Veterans Fund, The Wall That Heals event in order to deliver a high quality program to the public (See attach item number 3 on the agenda for more detail).

"The city with a future, watch us grow!"

I have provided historical information regarding the travel and education line items to assist in your deliberation regarding the level of funding for those two items.

STAFF RECOMMENDATION: Approve the Proposed 2016-2017 CRA budget and forward it to City Council for approval.

REVIEWED BY CITY MANAGER:

COUNCIL ACTION:

MOTION BY:

SECOND BY:

"The city with a future, watch us grow!"

CITY OF GROVELAND, FLORIDA
FISCAL YEAR 2016-2017 BUDGET



REVENUE DETAIL

CRA DEPARTMENT	FY 2015	FY 2016		FY 2016-2017	
	UNAUDITED ACTUAL	ORIGINAL BUDGET	PROJECTED ACTUAL	REQUESTED	BUDGET
311010 CITY INCREMENTAL TAX	177,199	189,191	188,156	199,018	
311011 COUNTY INCREMENTAL TAX	157,393	177,265	164,364	186,325	
311012 AMBULANCE FUND INCREMENTAL TAX	13,527	15,233	14,342	16,258	
311013 LAKE COUNTY WATER AUTHORITY INC TAX	7,464	8,066	8,023	9,077	
TAXES	\$ 355,583	\$ 389,755	\$ 374,885	\$ 410,678	\$ -
366915 CONTRIBUTIONS-DEVELOPERS	24,950	20,000	28,800	20,000	
369900 MISCELLANEOUS REVENUES	6,425	20,000	645	1,000	
MISCELLANEOUS REVENUES	\$ 31,375	\$ 40,000	\$ 29,445	\$ 21,000	-
384300 DEBT PROCEEDS-CRA	-	-	-	-	
389900 FUNDS CARRIED OVER	-	254,799	-	328,590	
OTHER SOURCES	\$ -	\$ 254,799	\$ -	\$ 328,590	-
CRA TOTAL	\$ 386,958	\$ 684,554	\$ 404,330	\$ 760,268	\$ -

Estimates for 2016-2017

City Incremental Tax $37,409,468 / 1,000 \times 5.6000 \times .95 = \$199,018$

County Incremental Tax $36,970,432 / 1,000 \times 5.3051 \times .95 = \$186,325$

Ambulance Fund Tax $36,970,432 / 1,000 \times .4629 \times .95 = \$16,258$

LC Water Authority $37,409,468 / 1,000 \times .2554 \times .95 = \$9,077$

CITY OF GROVELAND, FLORIDA

FISCAL YEAR 2016-2017 BUDGET



EXPENDITURE DETAIL

CRA DEPARTMENT	FY 2014-2015	FY 2015-2016		FY 2016-2017	
	ACTUAL	ORIGINAL BUDGET	PROJECTED ACTUAL	REQUESTED	BUDGET
10-552000-110 EXECUTIVE SALARIES	60,164	65,370	56,200	33,800	
10-552000-120 REGULAR SALARIES	37,386	44,100	1,914	41,600	
10-552000-140 OVERTIME PAY	2,890	2,100	470	800	
10-552000-200 UNEMPLOYMENT COMPENSATION	-	-	-	-	
10-552000-210 F.I.C.A CONTRIBUTIONS	7,331	8,600	4,500	5,800	
10-552000-220 RETIREMENT FUND CONTRIBUTIONS	2,613	6,200	4,000	2,900	
10-552000-225 EAP INSURANCE	122	180	100	100	
10-552000-230 HEALTH INSURANCE CONTRIBUTIONS	7,539	8,700	4,500	7,200	
10-552000-231 DENTAL INSURANCE CONTRIBUTIONS	475	600	350	500	
10-552000-232 LIFE INSURANCE CONTRIBUTIONS	97	120	100	100	
10-552000-234 VISION INSURANCE	83	100	50	56	
10-552000-240 WORKMAN'S COMP CONTRIBUTIONS	3,700	2,000	2,050	2,255	
PERSONNEL EXPENSES	\$ 122,399	\$ 138,070	\$ 74,234	\$ 95,111	\$ -
10-552000-311 ATTORNEY FEES	5,108	10,000	6,000	9,217	
10-552000-316 SURVEYING/APPRAISALS	-	1,000	-	1,000	
10-552000-320 AUDITING	1,000	3,000	2,000	2,000	
10-552000-340 PROFESSIONAL SERVICES	680	10,000	1,000	60,000	
10-552000-346 CONTRACT MAINTENANCE	7,801	7,300	6,700	7,300	
10-552000-348 WATER BILLS	1,352	2,100	1,000	1,500	
10-552000-349 LANDSCAPE MAINTENANCE	1,861	5,000	2,800	28,640	
10-552000-400 TRAVEL/PER DIEM	1,350	5,000	1,000	5,000	
10-552000-410 COMMUNICATION SERVICE	2,655	2,500	2,300	2,700	
10-552000-420 SHIPPING/POSTAGE	-	300	-	300	
10-552000-430 UTILITY SERVICE	158	200	150	200	
10-552000-440 RENTAL/LEASES	2,919	-	2,100	2,500	
10-552000-450 INSURANCE-LIABILITY	1,000	1,000	1,000	1,200	
10-552000-463 REPAIRS MAINTENANCE EQUIPMENT	251	500	-	-	
10-552000-470 PRINTING & BINDING	1,951	1,500	250	-	
10-552000-480 PROMOTIONS	57,922	8,000	4,800	4,000	
10-552000-485 ECON. INCENTIVES	1,187	40,000	22,500	90,000	
10-552000-490 OTHER CHARGES	602	1,000	-	-	
10-552000-492 ADVERTISING	-	2,000	-	2,000	
10-552000-496 FAÇADE/NEIGHBORHOOD GRANT	-	-	12,500	-	
10-552000-510 OFFICE SUPPLIES	474	500	600	1,000	
10-552000-520 JANITORIAL SUPPLIES	-	-	-	-	
10-552000-522 SMALL TOOLS & EQUIPMENT	1,202	-	-	-	
10-552000-523 OPERATING SUPPLIES-MISC	2,557	2,000	1,500	2,000	
10-552000-524 UNIFORMS	-	200	-	200	
10-552000-540 SUBSCRIPTION & MEMBERSHIPS	2,403	1,500	200	1,500	
10-552000-541 EDUCATION	1,873	1,000	1,900	1,000	
10-552000-542 MEETINGS	-	-	-	-	
OPERATING EXPENSES	\$ 96,305	\$ 105,600	\$ 70,300	\$ 223,257	\$ -

CITY OF GROVELAND, FLORIDA
FISCAL YEAR 2016-2017 BUDGET



EXPENDITURE DETAIL

CRA DEPARTMENT	FY 2014-2015	FY 2015-2016		FY 2016-2017	
	ACTUAL	ORIGINAL BUDGET	PROJECTED ACTUAL	REQUESTED	BUDGET
10-552000-610 LAND ACQUISITIONS	-	-	-	100,000	
10-552000-630 IMPROVEMENTS - OTHER	-	283,384	8,000	200,000	
10-552000-635 CAPITAL LEASE (COMPUTER EQUIPMENT)	3,450	3,500	3,451	3,500	
10-552000-640 CAPITAL EQUIPMENT	-	-	-	-	
CAPTIAL OUTLAY TOTALS	\$ 3,450	\$ 286,884	\$ 11,451	\$ 303,500	\$ -
10-552000-718 LOAN - CRA PRINCIPAL	143,320	140,000	146,400	136,900	
10-552000-728 LOAN - CRA INTEREST	7,493	14,000	4,500	1,500	
DEBT SERVICE TOTALS	\$ 150,813	\$ 154,000	\$ 150,900	\$ 138,400	\$ -
CRA TOTAL	\$ 372,968	\$ 684,554	\$ 306,885	\$ 760,268	\$ -

340 - Professional Services

48,250 Marketing Retail Services
11,750 Marvin Puryear (\$20,000 is funded in the General Fund)

349 - Landscape Service

5,000 Mowing 27 acres/spray field
23,640 Supplement DOT's Landscape Maintenance

480 - Promotions

4,000 Veteran's Traveling Vietnam Wall

485 - Economic Incentives

50,000 To Target Specific Businesses
40,000 General Economic Incentives (Master Plan)

610 - Land Acquisitions

100,000 Modular Community Center at Blue Street
(Center Island Location)

630 - Capital Improvements

100,000 Green Valley West Drainage Issues
100,000 Additional Community Drainage issues

635 - Server Upgrade Lease Payment

3,500 Final Year

Historical Expenditures

	Travel & Per Diem	Education
2012-2013	\$1,790	\$0
2013-2014	\$2,400	\$1,710
2014-2015	\$1,350	\$1,872
2015-2016	\$1,000	\$1,900
Proposed 2016-2017	\$5,000	\$1,000



REQUEST FOR CRA CONSIDERATION

MEETING DATE: September 1, 2016
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ITEM NUMBER: 2

AGENDA ITEM: Discuss and Forward Recommendation to City Council on Puryear Building Mural
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PREPARED BY: Rodney Lucas, CRA Liaison

DATE: August 30, 2016

BACKGROUND:

CRA board voted on May 23, 2016 to have the mural painted over with one color after a picture has been taken of the mural. It has come to staff attention the Puryear building is a City owned property and final say on the maintenance of it goes through City Council (See attached minutes).

Thus, the CRA manager is seeking board direction to grant him permission to forward the above recommendation to City Council for action.

STAFF RECOMMENDATION: Motion to approve CRA manager forward board recommendation from minutes to City Council for action.
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REVIEWED BY CITY MANAGER:

COUNCIL ACTION:

MOTION BY:

SECOND BY:

"The city with a future, watch us grow!"

City of Groveland
Minutes
Community Redevelopment Agency
Monday, May 23, 2016

The Groveland Community Redevelopment Agency met in a regular meeting on Monday, May 23, 2016 in the E.L. Puryear Building located at 243 S. Lake Avenue. Chair Tim Loucks called the meeting to order at 6:55pm with the following members present: Vice-Chair Karen McMican and Board Members Mike Radzik, Dina Sweatt, and Briggett Brannon. City officials present were: City Attorney Anita Geraci-Carver, City/CRA Manager Redmond Jones, CRA Liaison Rodney Lucas, Acting City Clerk Lisa Cortese and Sergeant-at-Arms Chief M. Smith Tennyson. Board Member John Griffin was absent. Board Member Ralph Morris arrived at 6:59pm.

OPENING CEREMONIES

The meeting opened with the Pledge of Allegiance lead by Vice-Chair Karen McMican.

Reports

1. **Crime Stats for April – 2016**
2. **CRA Staff Report – Rodney Lucas**

Guest Speakers, Presentations and Proclamations

OLD BUSINESS

3. **Approval of April 25th Regular Meeting Minutes**
Board Member Dina Sweatt moved to approve; seconded by Vice-Chair Karen McMican.
The motion was approved with all members present voting aye.
4. **Approval of an Appraisal Company for Groveland Commerce Park**
Consensus from the Board to have staff review comps and bring back suggestions to the Board.
Board Member Mike Radzik moved to table this item; seconded by Board Member Dina Sweatt.
The motion was approved with all members present voting aye.
5. **Approval of Marketing Brochure for the CRA Board**
The Board reviewed and discussed changes they would like to see to the brochure provided.
Board Member Dina Sweatt moved to deny approval of this item; seconded by Board Member Mike Radzik.
The motion was approved with all members present voting aye.

OLD BUSINESS

6. **Discussion: E.L. Puryear Building Mural**

Board Member Dina Sweatt moved to approve having the mural painted over with one color after a picture has been taken of the mural; seconded by Board Member Mike Radzik.

The motion was approved with all members present voting aye.

PUBLIC COMMENT

ANNOUNCEMENTS

Board Member Briggett Brannon asked if the following items could be added to the City of Groveland CRA web page:

- *Annual Report*
- *CRA Budget*
- *Business Incentives*
- *Business of the Month/Business Bio and Web Link*

Board Member Mike Radzik asked the City Manager about an update on the Hwy 50 White Paper. The City Manager indicated that the design for the project would not be complete until the end of the summer but hoped to have an update soon.

Board Member Dina Sweatt informed the Board that they have been invited to the Memorial Day Remembrance Event at Trilogy of Orlando, scheduled for Saturday May 28th at 11:00a.m. and also reminded the Board of the City of Groveland Memorial Day Tribute scheduled for Monday May 30th.

Chair Tim Loucks asked for the record to reflect that the discussion regarding a Municipal Complex pertained to the location of a Municipal Complex, not a discussion on building, financing, or any expenditures for a Municipal Complex.

ADJOURNMENT

Chairman Tim Loucks adjourned the meeting at 8:10pm.



Attest:

Tim Loucks, Mayor

Lisa Cortese, Acting City Clerk



REQUEST FOR CRA CONSIDERATION

MEETING DATE: September 1, 2016
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AGENDA ITEM: 3

PREPARED BY: Rodney Lucas, CRA Liaison

DATE: September 1, 2016

BACKGROUND:

CRA board has approved a contract for \$8,000 with the Vietnam Veterans Memorial Fund, Inc. to provide The Wall That Heals, December 7 through 11 at Crittenden Street. The location we chose is flat with an open field that doesn't come with electrical power, water, sewer or shade. We need additional funding with the delivery of this event. We need to consider setting aside money for the following expenses:

Rent a generator from United Rental for 6 days - \$1,800, plus fuel to operate and return the generator back full - \$500 for a total of \$2,300

6 porta-potty from Amanda's Pit Stop with 4 being ADA accessible – 6 days – cost \$800

Refreshments and food provided for volunteers over 6 days - \$150 per day x 6 days = \$900

Purchase 4 tents – 10 x 10 at \$65.00 a piece for shelter for visitors and volunteers = \$260

Hiring security or paying police officers (rate of \$33 per hour) 6 days, 24 hours' coverage. (1 officer) at \$33 x 24 = \$792 x 6 days = \$4,752

Advertising for this event - \$1,000 (City utilities bills, South Lake Tablet, Daily Commercial and The News Leader)

Total: \$10,012

Staff recommend we approve setting aside \$10,012 for this event to cover the anticipated extra expenses in order to deliver a high quality event to the public.

STAFF RECOMMENDATION: Motion to approve.

REVIEWED BY CITY MANAGER:

COUNCIL ACTION:

MOTION BY:

SECOND BY:

"The city with a future, watch us grow!"